

Memorandum

Date : AUG 11 2010

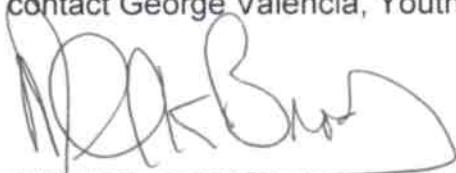
To : Bernard Warner
Chief Deputy Secretary
Division of Juvenile Justice

Subject: **FOLLOW-UP REVIEW RESULTS OF THE SEX OFFENDER REGISTRATION REVIEW**

On July 20, 2010, the Office of Audits and Court Compliance (OACC) conducted a follow-up review of the June 18 through 22, 2007 Sex Offender Registration Review. The purpose of the follow-up review was to determine whether the Division of Juvenile Justice implemented effective corrective measures in response to the findings listed in OACC's preliminary report.

Attached are the follow-up review findings for the corrective action plan. This follow-up review report concludes OACC's involvement at this point, until the next compliance review.

If you should have any questions regarding the contents of this memorandum, please contact George Valencia, Youth Authority Administrator, at (916) 255-2928.



MICHAEL K. BRADY
Assistant Secretary (A)
Office of Audits and Court Compliance

Attachment

cc: Bernard Warner, Division of Juvenile Justice
Rachel Rios, Division of Juvenile Justice
Sharie Wise, Division of Juvenile Justice
Sandra Youngen, Division of Juvenile Justice
Eleanor Silva, Division of Juvenile Justice
Dorene Nylund, Office of Audits and Court Compliance

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

SEX OFFENDER REGISTRATION

CORRECTIVE ACTION PLAN

Intake and Court Services

Finding 1: Notice of Registration Requirement not sent to the Master Files Unit

The Office of Audits and Compliance recommends that the DJJ take the following actions:

Item	Recommendations/Description	Action Required By Whom	Proposed Action Plan	Date To Be Completed	Current Status	Comments/POP *	Follow-up Review
1	All facilities forward copies of all forms to Master Files.	Intake and Court Services	Develop and maintain a tracking system in Intake and Court Services to facilitate contact between all facilities and Master Files to ensure forms are being processed and forwarded. Contact the PA III and request forms from facilities if they have not been received after 60 days of the body being received at the facility.	9/15/08	Complete	There is currently a tracking database being utilized by Intake and Court Services.	Fully Implemented

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

SEX OFFENDER REGISTRATION

CORRECTIVE ACTION PLAN

Intake and Court Services

Finding 2: Pre-Registration, Buccal Swab, and Change of Address forms are not maintained in the Master Files

The Office of Audits and Compliance recommends that the DJJ take the following actions:

Item	Recommendations/Description	Action Required By Whom	Proposed Action Plan	Date To Be Completed	Current Status	Comments/POP *	Follow-up Review
2	Master Files develop a tracking tool with the Parole Agent III at each facility to ensure receipt of documents.	Intake and Court Services	Develop and maintain a tracking system in Intake and Court Services to facilitate contact between all facilities and Master Files to ensure forms are being processed and forwarded. Contact the PA III and request forms from facilities if they have not been received after 60 days of the body being received at the facility.	9/15/08	Complete	All facilities have sent in the necessary forms.	Fully Implemented

Adult and Juvenile Peer Reviews Area of Responsibility

The Office of Audits and Compliance (OAC) Adult and Juvenile Peer Reviews are a coordinated effort to include: The Office of Correctional Safety; Office of Court Compliance; Classification Services Unit; Case Records Administration; Inmate Appeals Branch; Division of Facilities Management; and Enterprise Information Services.

OAC only conducts follow-up reviews in our areas of responsibility. This responsibility includes Business Services, Education, Administrative Segregation Due Process and Security and Escape Prevention.

OAC is not responsible for follow-up reviews in the following areas: Office of Correctional Safety; Office of Court Compliance; Classification Services Unit; Case Records Administration; Inmate Appeals Branch; Division of Facilities Management; and Enterprise Information Services' Information Security Office.

Follow-up reviews conducted by OAC are scheduled as follows:

- If adult institutions/prisons/facilities score below 90 percent in Security and Escape Prevention and in Education, a six month follow-up is scheduled.
- If adult institutions/prisons/facilities score below 85 percent in Administrative Segregation Due Process, a six month follow-up is scheduled.
- The Business Services section schedules a follow-up based on the number of findings at the institution/prison/facility.